

March 17, 2015

TO:

The Honorable Donald G. Horner

Chairperson, Board of Education

FROM:

Stephen Schatz, Board of Education Designee

Sean Bacon, Board of Education Designee

SUBJECT: Approval of Stevenson Middle School's School Community Council (SCC)

Waiver Regarding School Schedules

1. **RECOMMENDATION**

That the Board of Education (BOE) approves Stevenson Middle School's SCC Waiver Request allowing the school to implement a bell schedule that includes 452 minutes of "other" time weekly, which exceeds the collective bargaining agreement maximum of 440 weekly minutes. This is an additional 12 minutes of "other" time a week.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the BOE.

3. RECOMMENDED COMPLIANCE DATE

Not applicable.

4. DISCUSSION

a. Conditions leading to the recommendation

Section 302A-1124 to 1127, Hawaii Revised Statutes (HRS), authorizes schools to request waivers from existing state agency rules, policies, regulations, and procedures as well as exceptions to collective bargaining agreements as negotiated in accordance with current collective bargaining agreements and the provisions of Chapter 89, HRS.

b. Previous action of the Board on the same or similar matter

None.

The Honorable Donald G. Horner March 17, 2015 Page 2

c. Other policies affected

Article VI, Teaching Conditions and Hours; Section CC, Work Time Distribution, Weekly Totals Within the 7-Hour Day, 5-Day Week.

d. Arguments in support of the recommendation

Stevenson Middle School has requested approval to implement a bell schedule that includes 452 minutes of "other" time weekly, which exceeds the collective bargaining agreement maximum of 440 weekly minutes. This is an additional 12 minutes of "other" time a week.

The request is supported by the following arguments:

- "Other" time of 452 minutes per week allows extra time during the week for teacher meetings team, data, department, etc.). A second meeting day can day can be added to the week and still be able to have 1,653 minutes of student instructional time.
- Teachers will use information from data team meetings, team meetings, department meetings and training sessions to improve student achievement.
- e. Arguments against the recommendation

None.

f. Findings and conclusions of the Board committee

The BOE designees, Hawaii State Teachers Association BU 05 Committee on SCC Exception Review (February 24, 2015) and the Hawaii Government Employees Association BU 06 Committee on SCC Exception Review (March 5, 2015) have all agreed to this request.

g. Other agencies or departments of the State of Hawaii involved in the action

None.

h. Possible reaction of the public, professional organizations, unions, DOE staff and/or others to the recommendations

Positive.

i. Educational implications

As stated in the school's SCC exception request.

The Honorable Donald G. Horner March 17, 2015 Page 3

j. Personnel implications

None.

k. Facilities implications

None.

I. Financial implications

None.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

None.

SS/SB:DM:la

Attachments

c: Superintendent
Office of Curriculum, Instruction and Student Support

Instructions:

Principals: Fill out this form and send it to your CAS along with the SCC Waiver/Exception Signature Page, and a copy of the HSTA Process Check Email.

CASs: review these documents to ensure the request aligns with schools' Academic Plans and will serve to improve teaching and learning. Sign the Signature Page and upload this form, the Signature Form, and the HSTA Process Check Email copy to either the Department Intranet page for a) School Schedules page (for Schedule-related requests) or b) SCC page (for non-Schedule-related requests).

School	Stevenson Middle School	Complex Roosevelt	Complex Area KMR
Туре	New Renewal	Strive HI Classification (SY14-15)	Continuous Improvement
			res or articles within the collective bargaining ects below or describe in the box labeled "Other."
Select a	ill that apply:		
Sch	ool Schedule - HRS 302A-251: Minimum	n student learning time	
Sch	ool Schedule - CBA Article VI, D, 1: Reg	rular Work Day	
Sch	ool Schedule - CBA Article VI, E: Conse	cutive Instructional Time	
Sch	ooi Schedule - CBA Article VI, X, 3: Len	gth of Preparation Period	
Sch	ool Schedule - CBA Article VI, Y: Duty F	ree Lunch Period	¥1
Sch	ool Schedule - CBA Article VI, C: Work	Time Distribution, Weekly Tota	is within the 7-Hour Day, 5-Day Week
 	ent-Teacher Conferences - DOE Regula	tion 4510.3 Released Time for	r Conferences
rait	adamas Branchina DOE Cabaal Attac	dance Procedures, Revised A	ugust 2001
_	naance Procedures - DOE School Alien		
Atte	ndance Procedures - DOE School Allen Interly Grades - CBA Article VI, R: Evalua		eparation

Applicable time: Describe the time period for which the school seeks to apply this relief (e.g. SY15-16). Time period may be no longer than five year. The Superintendent, BOE, or Review Committee may limit their approval to a time period shorter than requested. Keep in mind waiver exceptions can only be approved through the end of the contract and Act 52 / Act 167 waivers can only be approved for one year.

SCHOOL SCHEDULES: CBA - Teacher Time (e.g. work day, instructional time, preparation or lunch periods, work time distribution, etc.)

SUMMARIZE
YOUR REQUEST:
How does the
proposed
schedule differ
from contractual
obligations?

HSTA contract section CC.2 states that 440 minutes of the work week may be used for "other" items such as passing, recess, homeroom, meetings etc. The attached bell schedule lists "other" time at 452 minutes or an additional 12 minutes for such activities.

Why is the school not able to, or requesting not to, meet the contractual obligations?

"Other" time of 452 minutes per week allows extra time during the week for teacher meetings, team, data, dept etc. We were able to add a second meeting day to the week and still able to have 1653 of student instructional time.

How will time be better used to support student and educator success?

Teachers will use information from data team meetings, team meetings, dept. meetings, training sessions to improve student achievement.

(If renewal): What evidence exists to demonstrate the positive impact of the previously approved request?

Meeting schedules, agendas, minutes- all available on Stevenson Google docs.

BELL SCHEDURE

In the "Time" column, insert the time period. In the "Mins" column, insert the number of minutes that time period includes. In the "Description" column, use a descriptor from the first column on the third page (e.g. passing, homeroom, recess, etc.).

					Wed			Thire					
eacher Star	leacher Start Time 8:00am	Teacher Start Time 8:00am	art Time	3:00am	Toschor		00.00	c Inilia			Fri		
Student Stan	Student Start Time 8:00am	Student Start Time 8-002m	art Time	-OO-	ובסרוופן		teatriel start Time 8:00am	Teacher Start Time 8:00am	rt Time 8:	00am	Teacher Start Time 8:00am	itart Ilmi	\$:00am
	Mins Description	Time	Mh	Decapation	Student Start Time 8:00am	בשב וש	e 8:00am	Student Start Time 8:00am	t Time 8:	00am	Student Start Time 8:00am	tart Time	8:00am
		8:00-8:05	2	Onemine	e con	Mins	Description	Time	Mins	Description	Time	Mins	Description
1		8:05-8:21	18	HomeBoom	0.00-0.00	0 8	Operating	8:00-8:05	- 8	Opening	8-00-8:05	2	Oremino
1		8:21-8:25	1	Passiro	07:0-07:0	3	HomeRoom	8:05-8:25	20	HomeRoom	8:05-8:28	23	HomeRoom
8:32-9:25 53		8:25-9:18	53	Parint 1	0.30 6.00	-	rassing	8:26-8:29	4	Passing	8:28-8:32	4	Passino
1	Passing	9:18-9:22	4	Passin	0.32-8:23	3	renod 1	8:95-9:24	55	Perfod 1	8:32-9:25	53	Parind 2
+		9:22-10:17	S	Period 2	0.30 40.30		Fassing	9:24-9:28	4	Passing	9:25-9:29	4	Passing
+		10:17-10:32	15	Recess	10.22.10.22	2 4	Period 2	9-28-10-23	28	Period 3	9:29-10:22	SS	Period 3
1	1	10:32-10:36	4	Passing	10-37-10-41	2	Notes	10:23-10:38	15	Recess	10:22-10:37	55	Recess
+	1	10:38-11:29	83	Perfod 3	10.41-11-24	£23	Passing	10:38-10:42	4	Pessing	10:37-10:41	4	Passing
1	1	11:29-11:59	30	Lunch A	11:34 12:0M	3 8	Period 4	10:42-11:37	8	Period 5	10:41-11:34	83	Perfod 4
		11:59-12:03	4	Passing	12-04-12-08	3	- Curry	11:37-12:07	99	Lunch A	11:34-12:04	8	Lunch A
+	1	12:03-12:58	55	Perfort 4	12:00 1-01	. 2	ressing	12:07-12:11	4	Passing	12:04-12:08	4	Passing
+		11:29-11:33	4	Passino	11-24 14-3B	3	C DOUGL	12:11-1:06	32	Perfod 6	12:08-1:01	æ	Period 5
_		11:33-12:28	8	Period 4	41.38 49.34	. 5	Taxon C	11:3/-11:41	1	Passing	11:34-11:38	4	Passing
_	Lunch B	12:28-12:58	8	Lunch B	12:31 1:01	3 8	COOL	11:41-12:36	8	Pertod 6	11:38-12:31	53	Perfod 5
7	Paesing	12:58-1:02	4	Passino	101.108	3	ruran o	12:36-1:06	R	Lunch B	12:31-1:01	30	Lunch B
1	Period 5	1:02-1:55	53	Period 7	4.06 4.60		ressing	1:08-1:10	*	Passing	1:01-1:05	4	Passing
	Passing	1:55-2:00	3	Closino	1.60 2.03	2	- Brood o	1:10-2:05	8	Perfod 7	1:05-1:58	53	Period 6
1		2:00-3:00	8	Meeting	2-00-C-04	23	Lassing	205-210	9	Closing	1:58-2:02	4	Passing
2.55-3:00 5	Closing				2-66 3:00	3 4	Leino /	270-3300	8	Meeting	2:02-2:55	53	Period 7
					- And and		Cosmo				2:55-3:00	3	Closting
										T			
								7					
Student End Time 2:55pm	Ime 2:55pm	Student End Time 1:55pm	Time 1:5	Spm	Student End Time 2-55nm	of Time	2.55nm	Chindont End					
Teacher End Time 3:00pm	Ime 3:00pm .	Teacher End Time 3:00pm	Time 3:0	John	Teacher End The 3.00	Time	100000	Student End Hime Z:USpm	cu:z aum	E de	Student End Time 2:55pm	nd Time	:55pm
			1					711					

SUMMARY OF BELL SCHEDULE

the total number of minutes in the blue and green columns. In the "Difference" row, indicate the difference in minutes between the Total scheduled minutes and the Required In the "Number of Actual Minutes..." column, insert the number of minutes scheduled. Repeat that number in the applicable blue and green columns. In the "Total" row, tally minutes.

	Author Allpunda	STUDENT (Act :167/52)	L	TEACHER (2013-17 Agreement)	Ireement)	
	Scheillieg per Week	STUDENT LEARNING TIME*	TEACHER INSTRUCTIONAL TIME	PREP TIME2	FUNCH3	"OTHER
Instructional Time	1498	1498	1284			
Homeroom	105	105				105
Study hall	0	0	1000年代の東京の日本の			0
Opening	25	25				25
Closing	25	22				25
Recess	75					75
Passing	112					112
Meetings 5	110					110
Lunch	150				150	A STATE OF S
Teacher Prep	230			230		
TOTAL		1653	1284	230	150	452
REQUIREMENT		1650	1285	225	150	440
DIFFERENCE		+3	-	- -	0	+12

Contract: Article IV (CC) (1) (a)

Contract: Article IV (CC) (1) (b)

³ Contract: Article IV (CC) (1) (c)
⁴ Contract: Article IV (CC) (1) (d)

Sincluding all faculty, departmental, grade level, and curriculum meetings.

School	Complex Area	Complex
Stevenson Middle School	KMR	Roosevelt

School Community Council

The signatures on this page acknowledge that the decision to request the attached waiver/exception was reached through a collaborative process. If this request is an exception to a collective bargaining agreement, the decision by members of the bargaining unit was achieved through consensus. (Because exceptions to collective bargaining agreements involve the rights of other employees, consensus, specifically by affected unit members, is necessary to waive those rights. It is possible for these unit members to agree on a fallback decision-making option provided that the agreement on the fallback option was reached through consensus.)

Role	Signature	Date
Administration	d. Delarth	1/21/19
Community Representative(s)	Theory Tappele	1/28/13
Parent Representative(s)	HAR.	1/28/1
Student Representative(s)	Typtylin	1/26/15
Non-certificated Staff Representative(s)	file	1/21/15
Teacher Representative(s)	JAM Dy	1/21/15

Complex Area Superintendent (CAS)

This waiver/exception request serves to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.

Name	Signature	Date
Ruth Silberstein	Ruch Allentein	1-28-15

Instructions:

- Schools must send the a) Request Form, b) Signature Page, and c) a copy of the HSTA Process Check email to their CAS.
- CAS must review these documents to ensure they serve to further support improved teaching and learning and aligns with the goals and objectives of the school's Academic Plan.
- CASs will sign the Signature Page and upload the three documents to either a) the School Schedules page (for Schedule-related requests) or b) the SCC page (for non-Schedule-related requests).

Note: Failure to submit a complete and timely waiver/exception request may result in the request not being processed.

HSTA process cheek email



walver/exception request Amy Tsujioka to: tlau Cc: rcamacho, Linell Dilwith, Dwayne Iwamoto

01/23/2015 11:19 AM

Dear Mr. Terry Lau,

We would like to inform you that the teachers at Robert Louis Stevenson Middle School met on January 29, 2014 to vote for a new schedule (option 8) to be implemented in SY 2014-2015. Faculty also agreed to implement the schedule for the 2014-2015 SY.

Sincerely,

Amy Tsujioka, Art Teacher Head Faculty Representative